

CIVIL SERVICE BOARD
MINUTES
JUNE 23, 2010

Present: Nick Macol, Tom Whelan, Ann Langley, Matt Broder
Also present: Mary Ann Meier, Personnel Manager

Meeting was called to order at 7:35 p.m. by Co-chairman Nick Macol and Tom Whelan.

Minutes of April 20, 2010 were unanimously approved as presented.

Eligibility list for Recycling & Solid Waste Supervisor approved as presented.

Eligibility list for Assistant Director of Finance was approved via fax transmittal and again approved at meeting on June 23, 2010.

Motion made by Matt Broder; seconded by Tom Whelan to advertise and recruit for Sewage Pump Station Maintainer as an entry level position. Motion carried unanimously.

Motion made by Ann Langley; seconded by Matt Broder to advertise, test and recruit for Pension/Budget Administrative Assistant. The weights of the written examination and experience and training will be at 80/20, respectively. A word/excel test for the top candidates will be required. Motion carried unanimously.

Ann Langley moved to adjourn; seconded by Matt Broder.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Mary Ann Meier